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SIGNALS INTELLIGENCE OFFICER UTILIZATION FIELD AFS 803X.(U)

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SIGNALS INTELLIGENCE OFFICER UTILIZATION FIELD
AFS 803X

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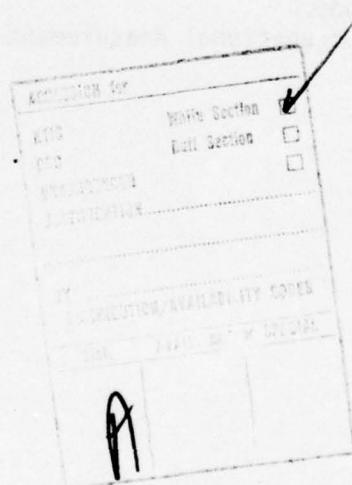
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PREFACE

This report presents the results of a detailed occupational analysis of the Signals Intelligence Officer Utilization Field AFS 803X. The project was carried out in response to a special request from the USAF Security Service. Authority for conducting specialty surveys is contained in AFM 35-2, paragraph 2-1. Computer products are available for use by operating and training officials.

The survey instrument was developed by personnel at USAFSACS/TOQ, Goodfellow AFB, TX and reviewed by Captain Phillip C. Bressler and Mr. Paul N. DiTullio of the USAF Occupational Measurement Center. Mr. Paul N. DiTullio analyzed the survey data and wrote the final report.

Computer programs for analyzing the occupational data were designed by Dr. Raymond E. Christal, Occupational and Manpower Research Division, Air Force Human Resources Laboratory (AFHRL), and were written by the Project Analysis and Programming Branch, Computational Sciences Division, AFHRL.

Because volume reproduction of this report is not feasible, distribution is made on a loan basis to air staff sections and major commands upon request to the USAF Occupational Measurement Center, attention of the Chief, Occupational Survey Branch (OMY), Lackland AFB, Texas 78236.

This report has been reviewed and is approved.

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SUMMARY OF RESULTS

1. One hundred sixty-five officers in the Signals Intelligence utilization field were surveyed for this report. They represent 45 percent of assigned manning worldwide.
2. Eight different job groups were identified: (a) Operations Branch Chiefs; (b) Squadron and Wing Level Operations Officers; (c) Squadron Commanders; (d) Flight Commanders; (e) Operations Production Officers; (f) Special Security Officers; (g) Operations Management and Evaluation Officers; and (h) National Agency Level Operations Officers. Although there are distinct differences among these jobs, in all cases the average amount of time spent on supervisory and managerial tasks was at least 50 percent.
3. As paygrade increases, there is a small, generally upward, trend in the percent of time spent performing management and supervisory tasks. There is also a gradual growth of time spent on Planning tasks (Duty D). Simultaneously, time spent on Operations tasks (Duty G) drops among personnel in higher paygrades. Despite substantial similarities in time spent on tasks from duties across paygrade groups, the actual tasks performed do vary somewhat.
4. Similarities and differences in tasks performed related to time in the utilization field are very close to changes seen across paygrade groups.
5. The main sources of commissions for the career field members surveyed were OTS/OCS (53 percent) and ROTC (37 percent). Ninety-two percent of the respondents reported they either "definitely" or "most likely" will make the Air Force a career. Eighty-five percent of the sample indicated finding their job "interesting".
6. The present AFM 36-1 job description does not accurately reflect the amount of time taken by personnel in performing supervisory and managerial tasks.
7. The present Signals Intelligence Officer course 50BK8031 generally covers the tasks performed by personnel in the first assignment. However, more emphasis on training related to the tasks performed by Special Security Officers seems warranted.

OCCUPATIONAL SURVEY REPORT
SIGNALS INTELLIGENCE OFFICER UTILIZATION FIELD
AFS 803X

INTRODUCTION

This is a report of an occupational survey of the Signals Intelligence Officer Utilization Field, AFS 803X, conducted by the Occupational Survey Branch, USAF Occupational Measurement Center and USAF Security Service from November 1975 through December 1975.

The report describes: (1) development and administration of the job inventory; (2) grouping of survey respondents according to experience level, grade, and similarities in jobs performed; (3) comparisons with current training and career field structure documents; and (4) recommendations for further study.

USAF Security Service personnel at USAFSACS/TOQ, Goodfellow AFB, TX distributed the 803X job inventory booklets (AFPT 90-803-227) to signals intelligence officers worldwide. Completed optical scan data cards were returned to Goodfellow AFB and forwarded to the USAF Occupational Measurement Center. The sample of 165 job incumbents used in this survey represents 45 percent of the assigned manning for 803X officers assigned worldwide as of 1 June 1976.

As shown in Table 1 the grade level distribution for survey respondents is somewhat distorted, in that a greater percentage of lieutenants are in the sample than are actually assigned to positions. Conversely, there is smaller percentage of majors in the sample than assigned in the field. This problem may be avoided in future analyses, if all 803X officers are surveyed rather than a selected sample.

TABLE 1
COMPARISON OF SURVEY SAMPLE GRADE DISTRIBUTION
WITH ACTUAL MANNING FIGURES

<u>GRADE</u>	<u>PERCENT ASSIGNED AS OF 1 JUNE 1976</u>	<u>PERCENT OF SURVEY SAMPLE</u>
0-1 AND 0-2	16	24
0-3	55	53
0-4	20	15
0-5	9	9

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UTILIZATION FIELD STRUCTURE

The job structure of the Signals Intelligence Officer utilization field as discussed in this section was determined on the basis of similarities in tasks performed and time spent on tasks, independent of DAFSC, grade or any other background factors. The products of the computerized grouping procedures used in this part of the analysis helped identify: (1) tasks which tend to be performed together in the field by the same job incumbents; (2) the breadth or narrowness of jobs in the field; and (3) tasks and background information which may be used in differentiating among functional requirements in the field. Structure analysis, therefore, provides an objective indication of amount of task overlap among various groups of incumbents in the survey sample.

Based on task overlap the best division among jobs performed by incumbents in the 803X officer utilization field are those illustrated in Figure 1 and listed in Table 2. There are two kinds of job groups referred to in this section. First, job type groups which are sets of incumbents who perform many of the same tasks and spend very similar amounts of time on those tasks. Second, are the job clusters in which members perform some of the same tasks and spend similar amounts of time on those tasks; among cluster members there is not the high degree uniformity of task performance found within job type groups. In fact, job clusters are composed of two or more related job type groups. Detailed descriptions of the job groups reported in this survey, including representative tasks performed, are in Appendix A; and Table 3 summarizes the percent time spent on tasks from the duties in the survey booklet by members of the different job groups.

As typically seen in officer utilization fields, job incumbents in this survey spend most of their duty time on tasks relating to supervision and management. Among personnel in the eight job groups discussed below, the average amount of time spent on tasks from Command, Administrative or Advisory Functions (Duty A), Supervisory (Duty B), ranges from 50 percent to 81 percent. Two main factors related to task performance were used in differentiating among the various job groups. First, the relative amount of time spent on supervisory tasks (Duties A and B) and second, a close examination of time spent on nonsupervisory tasks performed by incumbent in the job groups. Finally, the duty position titles filled in by survey respondents were examined to aid in naming the job groups.

FIGURE 1
CAREER FIELD STRUCTURE DIAGRAM

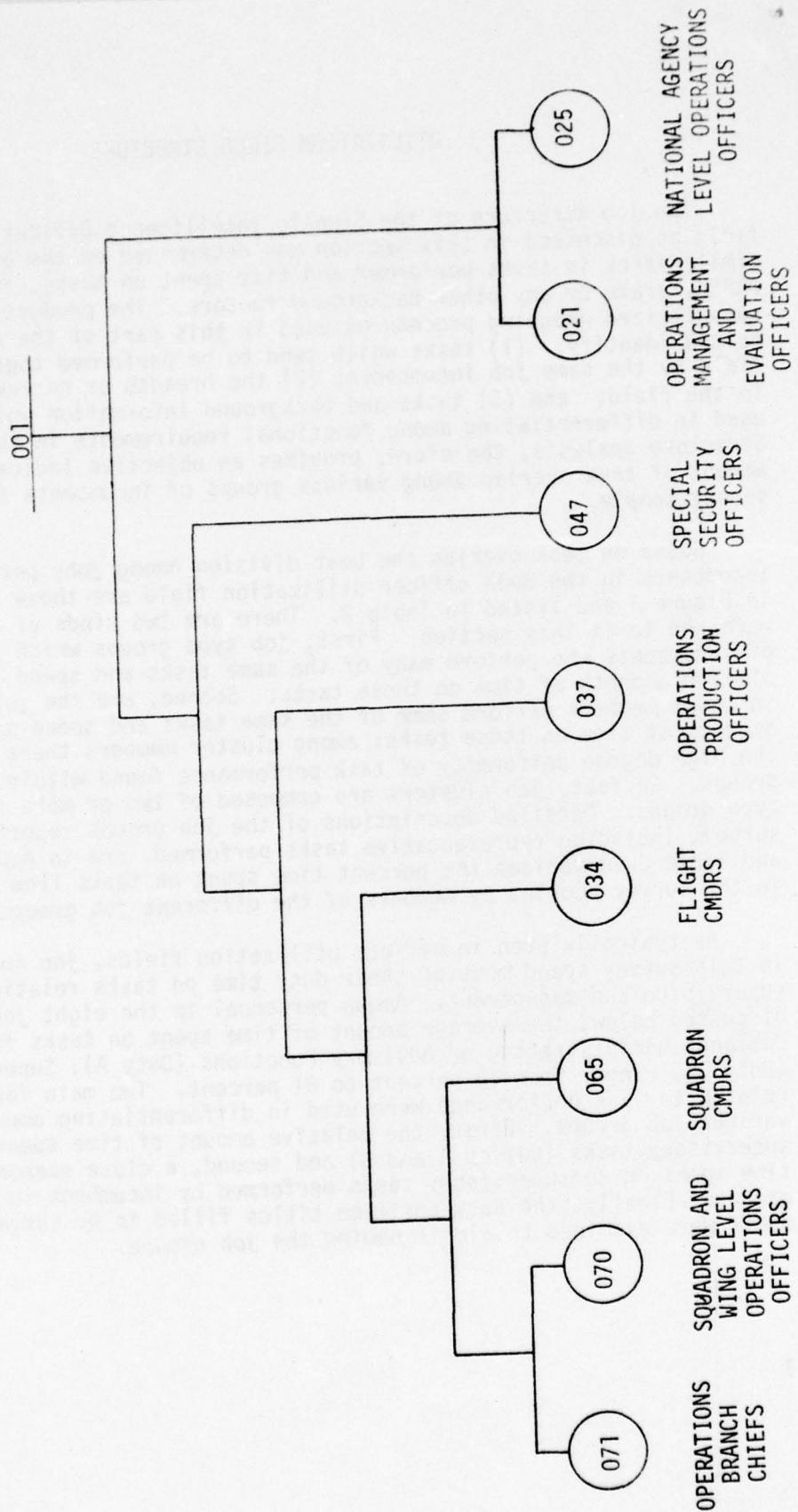


TABLE 2
JOB GROUPS IN THE 803X UTILIZATION FIELD

<u>GRP NUMBER</u>	<u>TITLE</u>	<u>PERCENT OF SAMPLE</u>
071	OPERATIONS BRANCH CHIEFS	5
070	SQUADRON AND WING LEVEL OPERATIONS OFFICERS	15
065	SQUADRON COMMANDERS	5
034	FLIGHT COMMANDERS	13
037	OPERATIONS PRODUCTION OFFICERS	11
047	SPECIAL SECURITY OFFICERS	20
021	OPERATIONS MANAGEMENT AND EVALUATION OFFICERS	4
025	NATIONAL AGENCY LEVEL OPERATIONS OFFICERS	5
OTHER		22

TABLE 3
PERCENT TIME SPENT ON DUTIES FOR JOB GROUPS

DUTY	PERCENT TIME SPENT						GRP021	GRP025
	GRP071	GRP070	GRP065	GRP034	GRP037	GRP047		
A COMMAND, ADMINISTRATIVE OR ADVISORY FUNCTIONS	29	21	24	24	32	34	58	44
B SUPERVISORY	37	29	31	32	39	18	12	38
C PERFORMING TRAINING FUNCTIONS	2	5	2	3	6	1	5	1
D PERFORMING PLANNING FUNCTIONS	8	6	7	3	5	3	8	5
E SUPPORT FUNCTIONS	4	4	11	1	2	4	2	LESS THAN 1
F PERFORMING SAFEGUARDING MILITARY INFORMATION FUNCTIONS	5	5	7	5	2	28	4	2
G PERFORMING OPERATIONS FUNCTIONS	13	22	9	27	9	6	13	8
H PERFORMING INSPECTION AND EVALUATION FUNCTIONS	3	7	8	6	6	6	-	3

Incumbents in the Operations Branch Chiefs GRP071 job type spend 65 percent of their duty time performing tasks from the "Supervisory" or "Command, Administrative or Advisory Functions" duties. In addition, 13 percent of the group members' time is taken by "Performing Operations Functions" (Duty G) tasks. All group members indicate supervising personnel with an average of four subordinates. Forty-four percent of the group members are assigned at squadron level, 22 percent at the center level and 11 percent each at wing, major command and joint or combined command levels. The average grade of group members is 3.8. Fifty-six percent of the survey respondents in GRP071 are stationed in CONUS and 44 percent overseas.

Among job incumbents in the Squadron and Wing Level Operations Officers cluster (GRP070), supervisory and management tasks (Duties A and B) account for 50 percent of their job time. Additionally, the performance of "Operations Functions" (Duty G) tasks takes up more than one-fifth (22 percent) of group member's duty time. The average grade for this group of survey respondents is 2.8. Thirty-three percent of these personnel are at units within the CONUS; the remaining two-thirds are overseas. For members of GRP070 squadron level assignments predominate with 63 percent of the incumbents in that category, twenty-five percent are in wing level positions, eight percent at group level, and four percent at major command level. The average number of personnel supervised is four for the 92 percent of the group members who report being supervisors.

Officers in the Squadron Commanders group (GRP065) spend more job time (11 percent) on tasks related to "Support Functions", (Duty E), and the "Performing Inspection and Evaluation Functions", (Duty H), tasks (eight percent) than members of any of the other seven groups. They also spend 55 percent of their time on "Supervisory", (Duty B) or "Command, Administrative or Advisory Functions", (Duty A) tasks. Among the personnel in this group 63 percent are located overseas and 38 percent in the CONUS. The average grade for this aggregation of survey respondents is 3.8. All members of the group indicate being supervisors with a mean of five subordinates. Sixty-three percent are assigned to squadron level positions, 25 percent to wing level slots, and 13 percent at detachments.

Job incumbents in the Flight Commanders group (GRP034) have the lowest average grade, 2.4. They also spend more time on "Performing Operations Functions", (Duty G), tasks (27 percent) than members of any other group. Supervisory and management tasks from Duties A and B account for 56 percent of the duty time of the group members. One hundred percent of these job incumbents are supervisors; the average number supervised is three. Ninety-one percent are assigned at the squadron level with another five percent each at group and wing levels. Ninety-one percent of the job incumbents in this group are stationed overseas.

With respect to task performance, the most noticeable difference about members of the Operations Production Officers cluster (GRP037) is that on the average they spend more time on tasks related to "Training" (Duty C) than members of any other job group. However, the actual amount of time taken up by these tasks is small, only six percent. Much larger amounts of time are spent performing "Supervisory", (Duty B), tasks, 39 percent, and "Command, Administrative or Advisory Functions" (Duty A) tasks, 32 percent. Sixty-one percent of this groups' constituents are assigned to overseas locations. Personnel in this cluster have an average grade of 3.3. Ninety-four percent of the group members report being supervisors and the average number of subordinates is five. The levels of command to which the job incumbents in this group are assigned is broad: squadron, 44 percent; center, 17 percent; national agency, 11 percent; group, 11 percent; detachment, six percent; major command, six percent; and joint or combined commands, six percent.

Members of the Special Security Officers group (GRP047) spend more than one-quarter (27 percent) of their job time performing tasks related to "Performing Safeguarding Military Information Functions", Duty F; no other group of job incumbents spends more than five percent of their time on these tasks. An additional 34 percent of the duty time of this group of incumbents is spent on "Command, Administrative or Advisory Functions" (Duty A) tasks and 18 percent of their time is accounted for by "Supervisory" (Duty B) tasks. Levels of command are more varied for this group than any other with the break down as follows: air division, 21 percent; major command, 21 percent; joint or combined command, 15 percent; detachment, 12 percent; wing, nine percent; numbered Air Force, nine percent; HQ USAF, six percent; center, three percent; and squadron, three percent. Eighty-two percent of the group members indicate supervising personnel; the mean number of subordinates is two. The average grade for members of this job group is 3.0. One final point about these job incumbents is that unlike six of the other seven job groups not all of these personnel are assigned to USAFSS. There is, in fact, a rather wide distribution of SSO's throughout the Air Force. They are distributed in the following way: SAC, 24 percent; HQCOMD, 15 percent; ADC, 15 percent; PACAF, nine percent; AFSC, nine percent; USAFE, six percent; TAC, six percent; USAFSS, three percent; AFCS, three percent; MAC, three percent; and six percent did not respond to this time. The assignment locations distribution for these personnel is 55 percent CONUS and 45 percent overseas.

Of the personnel in the Operations Management and Evaluation Officers group 43 percent are assigned to USAFSS; 14 percent to PACAF; 14 percent to HQCOMD and 29 percent did not report the command to which they are assigned. Eighty-six percent of these personnel are at duty locations in CONUS. Incumbents in this job group spend more duty time

(58 percent) on "Command, Administrative or Advisory Functions", (Duty A), tasks than members of any other group. "Performing Operations Functions", (Duty G), tasks and "Supervisory", (Duty B), tasks account for 13 percent and 12 percent, respectively, of job time for this group's members. Only 29 percent of the personnel in this job group supervise personnel; the average number supervised is two. The average grade for incumbents is 3.7.

Among the survey respondents in the National Agency Level Operations Officers group (GRP025) tasks from "Command, Administrative or Advisory Functions" (Duty A) and "Supervisory" (Duty B) together account for more job time, 81 percent, than for members of any other group. Members of this group have the highest average grade at 3.9. Eighty-nine percent of the group's constituents are assigned to NSA Headquarters with the remainder working at various major command headquarters but administratively belong to USAFSS. Ninety-one percent of the group incumbents indicate being supervisors with an average of four subordinates. All of the officers in this job group are stationed in CONUS.

A summary of the above information and other data on each group is in Appendix A and the Summary of Background Information Section of this report.

Finally, an explanation of the percentage of job incumbents listed as "Other" in Table 2 seems appropriate. Due to the relatively small number of personnel surveyed and the diversity of tasks performed by these officers, twenty-two percent of the survey respondents did not fit into one of the eight job groups. The individual cases were dropped from the grouping procedure by the computer because those survey respondents performed sets of tasks that did not overlap sufficiently with other personnel surveyed. There is a good possibility that if a larger percentage or all members of the utilization field are surveyed next time an analysis is performed fewer cases would be lost.

PAYGRADE GROUP JOB DESCRIPTIONS

Overall, time spent on tasks from the various job inventory duties is very similar across paygrades. There are, however, some differences. The greatest variations in time spent are on tasks from the duties relating to Performing Planning Functions, (Duty D) Performing Safeguarding Military Information Functions (Duty F) and Performing Operations Functions (Duty G). As shown in Table 4, the amount of time spent on Planning tasks ranges from a low of two percent for job incumbents in paygrade 0-1 to a high of 10 percent among officers in the 0-4 paygrade.

Time spent Performing Safeguarding Military Information Functions (Duty F) tasks peaks at 13 percent for survey respondents in paygrade 0-3. This can be accounted for by the fact that more captains are in Special Security Officer positions (See Career Field Structure Section).

The greatest variations in time spent occur for tasks from the Performing Operations Functions (Duty G). The largest amount of time spent 23 percent, occurs among officer personnel in paygrade 0-1. As grade increases operations tasks account for less and less of job time (See Table 4).

Another change in the time spent on duties figures shown in Table 4, is that on the average field grade officers, particularly 0-5 personnel, spend more time on the supervisory and management tasks in Command, Administrative or Advisory Functions and Supervisory (Duties A and B) than company grade officers.

With respect to percent members performing tasks, Tables 5, 6, 7, 8, 9 and 10 show tasks done by substantial percentages of the total sample of 803X personnel surveyed and by members of paygrade groups. The variations in task performance shown are minor overall. However, when comparing the tasks performed by large percentages of 0-1 personnel with tasks performed by large percentages of 0-5 personnel, variations are more obvious, though still not very great. In fact, there are five tasks common to both groups: A4, "Prepare Briefings"; A42, "Present Briefings"; B60, "Assign Managerial Responsibilities"; B61, "Brief or Orient New Personnel"; and B62, "Clarify or Interpret Policies for Subordinates".

A further observation concerning similarities in task performance among 803X officers is that all of the tasks listed in Table 5 are supervisory or managerial; none are technical tasks pertaining exclusively to electronics or signals intelligence functions. In fact, as Tables 6, 7, 8, 9 and 10 show, lists of the tasks performed by substantial percentages of paygrade group members contain very few tasks, even of a supervisory nature, which are specifically related to signals intelligence.

Up to this point data have been presented which show the considerable overlap in tasks performed and time spent on tasks from job inventory duties. The next sequence of tables highlights those differences in tasks performed which exist among personnel in paygrade groups in terms of percent members performing. The tables show the differences between successive paygrade groups. For example, Table 11 compares 0-1 job incumbents with 0-2 job incumbents. The top portion of tables illustrates the tasks which are performed by larger percentages of the group with the lower grade. The bottom portion of the tables, where negative figures are located, shows the tasks performed by larger percentages of the group with the higher paygrade. In all these tables the only tasks listed are those for which the differences in percent members performing is twenty-five percent or more. As would be expected, performance of tasks parallels time spent data referred to in earlier tables.

In examining the actual tasks the differences in level of responsibility become evident. For example, as Table 11 shows, 44 percent more of the 0-1 survey respondents perform Task B65, "Conduct Site Surveys" than 0-2 survey respondents. This task, however, does not seem as high a level supervisory as Task B100, "Establish Work Priorities" which is performed by 39 percent more 0-2 survey respondents than 0-1 survey respondents. Similar differences are also evident in Tables 12, 13 and 14.

TABLE 4
PERCENT TIME SPENT ON DUTIES FOR PAYGRADE GROUPS

DUTY	TOTAL SAMPLE	PERCENT TIME SPENT				
		0-1	0-2	0-3	0-4	0-5
A COMMAND, ADMINISTRATIVE OR ADVISORY FUNCTIONS	31	27	27	33	32	31
B SUPERVISORY	28	31	30	26	28	34
C PERFORMING TRAINING FUNCTIONS	3	2	5	3	2	3
D PERFORMING PLANNING FUNCTIONS	5	2	3	4	10	8
E SUPPORT FUNCTIONS	3	2	2	4	4	4
F PERFORMING SAFEGUARDING MILITARY INFORMATION FUNCTIONS	10	6	7	13	8	5
G PERFORMING OPERATIONS FUNCTIONS	14	23	21	12	11	10
H PERFORMING INSPECTION AND EVALUATION FUNCTIONS	5	8	5	5	6	4

TABLE 5
TASKS PERFORMED BY SUBSTANTIAL PERCENTAGES OF
THE TOTAL SAMPLE OF 803X PERSONNEL

TASK	PERCENT MEMBERS PERFORMING
A48 PRESENT BRIEFINGS	89
A17 DRAFT GENERAL CORRESPONDENCE EXCLUDING ELECTRICAL MESSAGES AND REPORTS	88
A16 DRAFT ELECTRICAL MESSAGES	87
A53 REVIEW MESSAGES FOR ELECTRICAL TRANSMISSION	85
B61 BRIEF OR ORIENT NEW PERSONNEL	84
B62 CLARIFY OR INTERPRET POLICIES FOR SUBORDINATES	81
B124 WRITE OR ENDORSE AIRMEN PERFORMANCE REPORTS (APR)	81
A41 PREPARE BRIEFINGS	80
A51 RELEASE MESSAGES FOR ELECTRICAL TRANSMISSION	79
B68 COUNSEL SUBORDINATES	76
B127 WRITE OR ENDORSE RECOMMENDATIONS FOR AWARDS	75
B60 ASSIGN MANAGERIAL RESPONSIBILITIES	72
A54 REVIEW OR EVALUATE DIRECTIVES, SUCH AS, OFFICE INSTRUCTIONS (OIS) REGULATIONS	72
A2 ADVISE COMMANDER OR STAFF ON MATTERS, SUCH AS, CAPABILITIES, LIMITATIONS OR PROGRAMS	70
A12 DEVELOP OR WRITE DIRECTIVES, SUCH AS, OPERATING INSTRUCTIONS (OIS) OR REGULATIONS	68

TABLE 6
TASKS PERFORMED BY SUBSTANTIAL PERCENTAGE
OF O-1 PERSONNEL SURVEYED

TASK	PERCENT MEMBERS PERFORMING
B124 WRITE OR ENDORSE AIRMEN PERFORMANCE REPORTS (APR)	100
B62 CLARIFY OR INTERPRET POLICIES FOR SUBORDINATES	88
B68 COUNSEL SUBORDINATES	88
A54 REVIEW OR EVALUATE DIRECTIVES, SUCH AS, OIS AND REGULATIONS	88
B60 ASSIGN MANAGERIAL RESPONSIBILITIES	88
A53 REVIEW MESSAGES FOR ELECTRICAL TRANSMISSIONS	88
G308 REVIEW OR APPROVE DAILY UNIT RESOURCES MANAGEMENT REPORTS (DURMR)	75
B61 BRIEF OR ORIENT NEW PERSONNEL	75
A41 PREPARE BRIEFINGS	75
A51 RELEASE MESSAGES FOR ELECTRICAL TRANSMISSION	75
A48 PRESENT BRIEFINGS	75
B64 CONDUCT FACILITY WALK-THROUGH VISITS	75
G286 DIRECT SIGNALS INTELLIGENCE (SIGINT) PRODUCT REPORTING FUNCTIONS	63
G284 DIRECT SIGINT COLLECTION FUNCTIONS	63
G285 DIRECT SIGINT PROCESSING FUNCTIONS	63

TABLE 7

TASKS PERFORMED BY SUBSTANTIAL PERCENTAGES
OF O-2 PERSONNEL SURVEYED

TASK	PERCENT MEMBERS PERFORMING
A16 DRAFT ELECTRICAL MESSAGES	87
B124 WRITE OR ENDORSE AIRMEN PERFORMANCE REPORTS (APR)	87
A48 PRESENT BRIEFINGS	84
A53 REVIEW MESSAGES FOR ELECTRICAL TRANSMISSION	84
B61 BRIEF OR ORIENT NEW PERSONNEL	84
B68 COUNSEL SUBORDINATES	81
A51 RELEASE MESSAGES FOR ELECTRICAL TRANSMISSION	81
B62 CLARIFY OR INTERPRET POLICIES FOR SUBORDINATES	77
A17 DRAFT GENERAL CORRESPONDENCE EXCLUDING MESSAGES AND REPORTS	77
A41 PREPARE BRIEFINGS	74
B60 ASSIGN MANAGERIAL RESPONSIBILITIES	74
B127 WRITE OR ENDORSE RECOMMENDATIONS FOR AWARDS	74
A54 REVIEW OR EVALUATE DIRECTIVES, SUCH AS, OIS AND REGULATIONS	68
G285 DIRECT SIGINT PROCESSING FUNCTIONS	65
A18 DRAFT INPUTS FOR PUBLICATIONS, SUCH AS, MANUALS, REGULATIONS OR PAMPHLETS	65

TABLE 8
TASKS PERFORMED BY SUBSTANTIAL
PERCENTAGES OF O-3 PERSONNEL SURVEYED

TASK	PERCENT MEMBERS PERFORMING
A48 PRESENT BRIEFINGS	92
A17 DRAFT GENERAL CORRESPONDENCE EXCLUDING ELECTRICAL MESSAGES AND REPORTS	91
A16 DRAFT ELECTRICAL MESSAGES	87
A53 REVIEW MESSAGES FOR ELECTRICAL TRANSMISSION	87
B61 BRIEF OR ORIENT NEW PERSONNEL	87
B62 CLARIFY OR INTERPRET POLICIES FOR SUBORDINATES	83
A51 RELEASE MESSAGES FOR ELECTRICAL TRANSMISSION	83
B124 WRITE OR ENDORSE AIRMEN PERFORMANCE REPORTS	83
A41 PREPARE BRIEFINGS	82
B127 WRITE OR ENDORSE RECOMMENDATIONS FOR AWARDS	78
A12 DEVELOP OR WRITE DIRECTIVES, SUCH AS, OPERATING INSTRUCTIONS (OIS) OR REGULATIONS	77
B68 COUNSEL SUBORDINATES	76
A54 REVIEW OR EVALUATE DIRECTIVES, SUCH AS, OIS AND REGULATIONS	76
A2 ADVISE COMMANDER OR STAFF ON MATTERS, SUCH AS, CAPABILITIES, LIMITATIONS OR PROGRAMS	74
B100 ESTABLISH WORK PRIORITIES	72

TABLE 9
TASKS PERFORMED BY SUBSTANTIAL PERCENTAGES
OF O-4 PERSONNEL SURVEYED

TASK	PERCENT MEMBERS PERFORMING
A16 DRAFT ELECTRICAL MESSAGES	100
A17 DRAFT GENERAL CORRESPONDENCE EXCLUDING ELECTRICAL MESSAGES AND REPORTS	96
A48 PRESENT BRIEFINGS	88
A53 REVIEW MESSAGES FOR ELECTRICAL TRANSMISSION	84
B62 CLARIFY OR INTERPRET POLICIES FOR SUBORDINATES	80
A2 ADVISE COMMANDER OR STAFF ON MATTERS, SUCH AS, CAPABILITIES, LIMITATIONS OR PROGRAMS	80
B61 BRIEF OR ORIENT NEW PERSONNEL	80
A6 COORDINATE WITH HIGHER HEADQUARTERS OR OTHER AGENCIES ON PUBLICATIONS	76
A44 PREPARE POSITION OR TALKING PAPERS	76
B124 WRITE OR ENDORSE AIRMEN PERFORMANCE REPORTS (APR)	76
A41 PREPARE BRIEFINGS	76
B112 REVIEW DIRECTIVES, SUCH AS OIS AND REGULATIONS FOR APPROVAL OR DISAPPROVAL	76
B127 WRITE OR ENDORSE RECOMMENDATIONS FOR AWARDS	76
A53 RECOMMEND SOLUTIONS TO CONFLICTS BETWEEN STAFF AGENCIES	72
A12 DEVELOP OR WRITE, SUCH AS, OPERATING INSTRUCTIONS (OIS) OR REGULATIONS	72

TABLE 10
TASKS PERFORMED BY SUBSTANTIAL PERCENTAGES
OF O-5 PERSONNEL SURVEYED

TASK	PERCENT MEMBERS PERFORMING
A17 DRAFT GENERAL CORRESPONDENCE EXCLUDING ELECTRICAL MESSAGES AND REPORTS	100
A48 PRESENT BRIEFINGS	93
A44 PREPARE POSITION OR TALKING PAPERS	86
B60 ASSIGN MANAGERIAL RESPONSIBILITIES	86
A16 DRAFT ELECTRICAL MESSAGES	79
A41 PREPARE BRIEFINGS	79
B117 REVIEW OR EVALUATE POSITION OR TALKING PAPERS	79
B62 CLARIFY OR INTERPRET POLICIES FOR SUBORDINATES	79
B66 CONDUCT STAFF MEETINGS	79
B126 WRITE OR ENDORSE OFFICER EFFECTIVENESS REPORTS (OER)	79
B61 BRIEF OR ORIENT NEW PERSONNEL	79
A25 ESTABLISH SUSPENSE DATES FOR SCHEDULES, REPORTS AND GENERAL CORRESPONDENCE	79
C274 COORDINATE SIGINT RELATED MATTERS WITH OTHER COMMANDS	71
A50 RECOMMEND SOLUTIONS TO CONFLICTS BETWEEN STAFF AGENCIES	71
A2 ADVISE COMMANDER OR STAFF ON MATTERS, SUCH AS, CAPABILITIES, LIMITATIONS OR PROGRAMS	71

TABLE 11
TASKS FOR WHICH THE DIFFERENCE IN PERCENT MEMBERS
PERFORMING IS 25 PERCENT OR MORE FOR 0-1 vs 0-2 PERSONNEL

TASK		PERCENT 0-1 PERSONNEL PERFORMING	PERCENT 0-2 PERSONNEL PERFORMING	DIFFERENCE
B65	CONDUCT SITE SURVEYS	50	6	44
A59	UPDATE STATUS BOARDS	63	26	37
C129	CONDUCT COMMAND POST OR BATTLE STAFF TRAINING	37	6	31
B97	ESTABLISH OR MAINTAIN COMMUNITY RELATIONS PROGRAMS	38	10	28
G280	DIRECT OPERATIONS OF SPECIAL INTELLIGENCE (SI) COMMUNICATIONS FACILITIES	50	23	27
B87	DIRECT PRINTER SYSTEMS PERSONNEL	62	35	27
B115	REVIEW OR APPROVE TRAVEL VOUCHERS	38	13	25
B100	ESTABLISH WORK PRIORITIES	25	64	-39
B66	CONDUCT STAFF MEETINGS	13	52	-39
B80	DIRECT QUALITY CONTROL ACTIVITIES	13	52	-39
B94	DRAFT OR DEVELOP AUDIO-VISUAL AIDS	13	52	-39
G274	COORDINATE SIGINT RELATED MATTERS WITH OTHER COMMANDS	0	39	-39
A16	DRAFT ELECTRICAL MESSAGES	50	87	-37
B127	WRITE OR ENDORSE RECOMMENDATIONS FOR AWARDS	38	74	-36
B104	INITIATE OR MONITOR ACTIONS TO CORRECT QUALITY CONTROL DEFICIENCIES	13	48	-35
G272	COLLATE INTERCEPTED INFORMATION WITH ESTABLISHED INFORMATION	13	45	-32
G276	DIRECT DISSEMINATION OF SIGINT INFORMATION TO CUSTOMERS	13	45	-32
B105	INVESTIGATE OR RESOLVE CUSTOMER SERVICE COMPLAINTS	0	32	-32
C136	DEVELOP TRAINING AIDS	0	32	-32
G307	REVIEW OR APPROVE AIRBORNE SIGINT RECONNAISSANCE PROGRAM (ASRP) MANAGEMENT REPORTS	0	32	-32

TABLE 11
(CONTINUED)

TASKS FOR WHICH THE DIFFERENCE IN PERCENT MEMBERS
PERFORMING IS 25 PERCENT OR MORE FOR 0-1 VS 0-2 PERSONNEL

<u>TASK</u>	<u>PERCENT 0-1 PERSONNEL PERFORMING</u>	<u>PERCENT 0-2 PERSONNEL PERFORMING</u>	<u>DIFFERENCE</u>
G283 DIRECT REPAIR OF FAILED EQUIPMENT	13	42	-29
G721 BRIEF OR DEBRIEF CREWS CONCERNING MISSION REQUIREMENTS OR ACCOMPLISHMENTS	0	29	-29
G309 REVIEW OR APPROVE POST MISSION FLIGHT REPORTS (PMFP)	0	29	-29
G314 SIGN RECEIPT FORM FOR CRYPTOGRAPHIC MATERIALS	25	52	-27
B121 REVIEW WORK SHIFT SCHEDULES FOR APPROVAL OR DISAPPROVAL	13	39	-26
C139 DIRECT OR MONITOR PROFICIENCY EVALUATIONS	13	39	-26
G275 DIRECT ASSEMBLY OR PRESENTATION OF OPERATION STATISTICAL DATA	13	39	-26
G292 EVALUATE URGENCY OF INTELLIGENCE PRODUCTS TO SELECT REPORTING VEHICLE	13	39	-26
B77 DIRECT ELECTRONIC INTELLIGENCE OPERATIONS PERSONNEL	0	26	-26
B110 REVIEW BRIEFINGS FOR APPROVAL OR DISAPPROVAL	0	26	-26
F236 CERTIFY SIGINT ACCESS FOR PERSONNEL	0	26	-26
G296 OPERATE RECEIVERS, RECORDERS, AMPLIFIERS, DEMODULATORS OR PANORAMIC RECEIVING EQUIPMENT	0	26	-26

TABLE 12

TASKS FOR WHICH THE DIFFERENCE IN PERCENT MEMBERS PERFORMING
IS 25 PERCENT OR MORE FOR 0-2 VS 0-3 PERSONNEL

<u>TASK</u>	<u>PERCENT 0-2 PERSONNEL PERFORMING</u>	<u>PERCENT 0-3 PERSONNEL PERFORMING</u>	<u>DIFFERENCE</u>
G285 DIRECT SIGINT PROCESSING FUNCTIONS	64	33	31
G284 DIRECT SIGINT COLLECTION FUNCTIONS	61	31	30
G308 REVIEW OR APPROVE DAILY UNIT RESOURCE MANAGEMENT REPORTS (DURMR)	61	31	30
G294 ISSUE ADVISORY WARNINGS	42	14	28
B93 DIRECT VOICE PROCESSING PERSONNEL	61	33	28
G314 SIGN RECEIPT FORM FOR CRYPTOGRAPHIC MATERIALS	52	24	27
B84 DIRECT MORSE SYSTEMS PERSONNEL	59	28	27
B89 DIRECT RADIO COMMUNICATIONS ANALYSIS PERSONNEL	55	29	26
G286 DIRECT SIGINT PRODUCT REPORTING FUNCTIONS	58	32	26
G272 COLLATE INTERCEPTED INFORMATION WITH ESTABLISHED INFORMATION	45	20	25
G299 PERFORM CRYPTOGRAPHIC INVENTORIES	45	20	25
F232 ADVISE USERS REGARDING SIGINT SECURITY MATTERS TO INCLUDE SANITATION AND USE	16	46	-30
F248 ESTABLISH PROCEDURES TO CONTROL REPRODUCTION OF SI MATERIALS	3	32	-29
F240 DESIGNATE LOCAL COURIER PERSONNEL FOR SI MATERIALS	10	38	-28
F249 ESTABLISH PROCEDURES TO CONTROL SI TEMPORARILY RELEASED TO NONSECURE AREAS	6	33	-27

TABLE 13

TASKS FOR WHICH THE DIFFERENCE IN PERCENT MEMBERS PERFORMING
IS 25 PERCENT OR MORE FOR 0-3 VS 0-4 PERSONNEL

<u>TASK</u>		<u>PERCENT 0-3 PERSONNEL PERFORMING</u>	<u>PERCENT 0-4 PERSONNEL PERFORMING</u>	<u>DIFFERENCE</u>
A3	BRIEF OR DEBRIEF PERSONNEL ON SECURITY PROCEDURES	60	20	40
F231	ADMINISTER OATHS	48	20	28
F257	MAINTAIN CONTROL OF SI OR COLLATERAL MATERIALS	54	28	26
D194	REVIEW OPERATIONS PLANS (OPLAN) OR ANNEXES FOR APPROVAL OR DISAPPROVAL	17	52	-35
A50	RECOMMEND SOLUTIONS TO CONFLICTS BETWEEN STAFF AGENCIES	39	72	-33
B126	WRITE OR ENDORSE OFFICER EFFECTIVENESS REPORTS (OER)	20	52	-32
B86	DIRECT PLANS ACTIVITIES	20	48	-28
A44	PREPARE POSITION OR TALKING PAPERS	48	76	-27
B76	DIRECT DEVELOPMENT OR USE OF MANAGEMENT SYSTEMS	29	56	-27
D161	COORDINATE WITH OTHER AGENCIES ON PLANS	38	64	-26

TABLE 14

TASKS FOR WHICH THE DIFFERENCE IN PERCENT MEMBERS
PERFORMING IS 25 PERCENT OR MORE FOR 0-4 VS 0-5 PERSONNEL

<u>TASK</u>		<u>PERCENT 0-4 PERSONNEL PERFORMING</u>	<u>PERCENT 0-5 PERSONNEL PERFORMING</u>	<u>DIFFERENCE</u>
A32	INVENTORY CLASSIFIED DOCUMENTS	44	0	44
D194	REVIEW OPERATIONS PLANS (OPLAN) OR ANNEXES FOR APPROVAL OR DISAPPROVAL	52	14	38
A22	ESTABLISH PUBLICATIONS REQUIREMENTS	40	7	33
A35	MARK, DOWNGRADE OR PAGE-CHECK CLASSIFIED DOCUMENTS	32	0	32
A43	PREPARE OR IMPLEMENT EMERGENCY PLANS FOR PROTECTION, REMOVAL OR DESTRUCTION OF CLASSIFIED MATERIALS	60	29	31
D172	IMPLEMENT RECALL PLANS	52	21	31
A9	DETERMINE DOCUMENT CLASSIFICATION LEVELS	72	43	29
A12	DEVELOP OR WRITE DIRECTIVES, SUCH AS, OPERATING INSTRUCTIONS (OI) OR REGULATIONS	72	43	29
A59	UPDATE STATUS BOARDS	28	0	28
A23	ESTABLISH SECURITY PROCEDURES OR PROGRAMS	48	21	27
A6	CONDUCT OR PARTICIPATE IN REPORTS OF SURVEY	76	50	26
B112	REVIEW DIRECTIVES, SUCH AS, OIS AND REGULATIONS FOR APPROVAL OR DISAPPROVAL	76	50	26
F254	INSPECT SI AREAS TO EVALUATE COMPLIANCE WITH SECURITY DIRECTIVES	40	14	26
B113	REVIEW MANPOWER DOCUMENTS TO EVALUATE CURRENT OR PROJECT MANNING STATUS	68	43	25

TABLE 14
(CONTINUED)

TASKS FOR WHICH THE DIFFERENCE IN PERCENT MEMBERS PERFORMING
IS 25 PERCENT OR MORE FOR 0-4 VS 0-5 PERSONNEL

<u>TASK</u>		<u>PERCENT 0-4 PERSONNEL PERFORMING</u>	<u>PERCENT 0-5 PERSONNEL PERFORMING</u>	<u>DIFFERENCE</u>
B67	COORDINATE MANPOWER REQUIREMENTS WITH MANPOWER PERSONNEL	32	64	-32
A5	CONDUCT STAFF STUDIES	40	71	-31
A46	PREPARE RESPONSES TO CONGRESSIONAL INQUIRIES	12	43	-31
B117	REVIEW OR EVALUATE POSITION OR TALKING PAPERS	48	79	-31
B119	REVIEW PERSONNEL STATUS REPORTS FOR APPROVAL OR DISAPPROVAL	20	50	-30
A14	DIRECT DEVELOPMENT OF PEOPLE-ORIENTED PROGRAMS	36	64	-28
D179	PREPARE INPUTS FOR FACILITY UTILIZATION BOARDS	8	36	-28
E207	COORDINATE WITH MAJCOM ON JUSTIFICATION FOR MILITARY CONSTRUCTION PROJECTS (MCP)	8	36	-28
G313	REVIEW PADS AFFECTING OPERATING	16	43	-27
B126	WRITE OR ENDORSE OFFICER EFFECTIVE REPORTS (OER)	52	79	-27
D177	PREPARE COMMENTS ON JOINT CHIEF OF STAFF, NATIONAL, OR AGENCY LEVEL PLANS	32	57	-25

TIME IN UTILIZATION FIELD GROUP JOB DESCRIPTIONS

In general, the amount of time spent on tasks from job inventory duties does not vary much as time in the utilization field increases. Table 15, shows time spent on duties for five successive time in the utilization field groups. The data show that on the average over one-half of the duty time of all incumbents is spent on tasks from Duty A (Command, Administrative or Advisory Functions) or Duty B (Supervisory). In fact, the combined time spent figures for tasks from Duties A and B the range is very narrow, 58 to 61 percent.

Among the nonsupervisory duties, Performing Planning Functions (Duty D) and Performing Operations Functions (Duty G) have the greatest range in percent time spent (eight percent). Time spent performing planning tasks (Duty D) increases as time in the utilization field increases from a low of three percent time spent for incumbents with 1-24 months in the utilization field to a high of 11 percent for personnel with 145-240 months in the 803X utilization field. As Table 15 shows there is a generally downward trend in time spent on operations tasks (Duty G) as time in the utilization field increases; however, the progression is neither smooth nor linear. The change is more a step-wise decreasing function. The major difference occurs between personnel with 25-48 months in the utilization field, who spend an average of 19 percent of their time on Performing Operations Functions, and job incumbents with 49-96 months in the utilization field, who spend 11 percent of their time on operations tasks.

Another point of interest is that personnel with 49-96 months in the utilization field spend the largest amount of time (14 percent) of any group Performing Safeguarding Military Information Functions (Duty F). As time spent on this duty is similarly elevated for job incumbents in Special Security Officers job group (GRP047) and respondents with a paygrade of O-3, the three factors indicate an overlap of characteristics. Namely, a member of GRP047 is most likely an officer with paygrade of O-3 and with 49-96 months in the 803X utilization field.

Another perspective on tasks performed by job incumbents segregated by months in the 803X utilization field is to examine those tasks done by substantial percentages of each group, as shown in Tables 16 through 20. Each table lists the fifteen tasks performed by the largest percentages of incumbents. An indication of how similar the utilization field is, independent of time in the field, can be seen in the fact that there are eight tasks which appear in all five tables. These tasks are: A16, "Draft Electrical Messages"; A17, "Draft General Correspondence for Electrical Transmission"; A53, "Review Messages for Electrical Transmission"; B61, "Brief or Orient New Personnel"; B62, "Clarify or Interpret Policies for Subordinates"; and B124, "Write or Endorse Airmen Performance Reports (APR)".

As is true of the paygrade group descriptions, virtually all of the tasks performed by substantial percentages of any of the months in the utilization field groups are supervisory or managerial tasks which are not directly related to signals intelligence functions.

However, there are differences in tasks which relate to time in the utilization field. For example Tasks H322, "Conduct Self-Inspections" and H323, "Direct Corrective Actions Resulting from Inspections", are in the top tasks listed for 803X officers with 1-24 months in the utilization field. (See Table 16) At the other end of the experience continuum, there are four tasks which are performed only by substantial percentages of personnel with 145-240 months in the 803X officer utilization field. The tasks are: A6, "Coordinate With Higher Headquarters or Other Agencies on Publications"; A44, "Prepare Position or Talking Paper"; A50, "Recommend Solutions to Conflicts Between Staff Agencies", and D161, "Coordinate with Other Agencies on Plans". These contrasts in tasks performed show that, although all 803X officers are heavily involved in supervision and management, the actual tasks performed vary somewhat depending on amount of time in the utilization field.

A further method of comparison which highlights differences in tasks performed is depicted by Tables 21 through 24. These tables display tasks for which the percent members performing figures differ by at least 25 percent between two successive months in the utilization field groups. The top portion of each table contains tasks performed by larger percentages of the group with less experience. The lower portion of the tables, where negative figures are listed, show tasks performed by larger percentages of the more experienced group. In Tables 21 and 24 there are no tasks performed by at least 25 percent more of the group with the greater amount of time in the utilization field, so no tasks with negative values appear. This seems to indicate that there are few differences between the tasks performed by personnel with 1-24 months or 25-48 months in the utilization field; and similarly there are minimal differences in task performance when comparing incumbents with 97-144 months or 145-240 months in the 803X field.

TABLE 15
PERCENT TIME SPENT ON DUTIES FOR MONTHS IN UTILIZATION (UTIL) FIELD (FLD) GROUPS

DUTY	PERCENT TIME SPENT				145-240 MOS IN UTIL FLD
	1-24 MOS IN UTIL FLD	25-48 MOS IN UTIL FLD	49-96 MOS IN UTIL FLD	97-144 MOS IN UTIL FLD	
A COMMAND, ADMINISTRATIVE OR ADVISORY FUNCTIONS	29	29	34	30	32
B SUPERVISORY	29	29	25	31	29
C PERFORMING TRAINING FUNCTIONS	3	5	3	3	2
D PERFORMING PLANNING FUNCTIONS	3	4	4	6	11
E SUPPORT FUNCTIONS	2	1	4	4	4
F PERFORMING SAFEGUARDING MILITARY INFORMATION FUNCTIONS	9	8	14	9	8
G PERFORMING OPERATIONS FUNCTIONS	18	19	11	12	11
H PERFORMING INSPECTION AND EVALUATION FUNCTIONS	6	5	5	5	3

TABLE 16
TASKS PERFORMED BY SUBSTANTIAL PERCENTAGES OF PERSONNEL
SURVEYED WITH 1-24 MONTHS IN THE 803X UTILIZATION FIELD

TASK	PERCENT MEMBERS PERFORMING
A53 REVIEW MESSAGES FOR ELECTRICAL TRANSMISSION	94
B124 WRITE OR ENDORSE AIRMEN PERFORMANCE REPORTS (APR)	94
A48 PRESENT BRIEFINGS	91
B61 BRIEF OR ORIENT NEW PERSONNEL	88
B62 CLARIFY OR INTERPRET POLICIES FOR SUBORDINATES	85
A41 PREPARE BRIEFINGS	85
B68 COUNSEL SUBORDINATES	85
B60 ASSIGN MANAGERIAL RESPONSIBILITIES	85
A54 REVIEW OR EVALUATE DIRECTIVES, SUCH AS, OIS AND REGULATIONS	82
A16 DRAFT ELECTRICAL MESSAGES	82
A51 RELEASE MESSAGES FOR ELECTRICAL TRANSMISSION	82
A17 DRAFT GENERAL CORRESPONDENCE EXCLUDING ELECTRICAL MESSAGES AND REPORTS	79
H322 CONDUCT SELF-INSPECTIONS	76
A43 PREPARE OR IMPLEMENT EMERGENCY PLANS FOR PROTECTION, REMOVAL OR DESTRUCTION OF CLASSIFIED MATERIALS	76
H323 DIRECT CORRECTIVE ACTIONS RESULTING FROM INSPECTIONS	73

TABLE 17

TASKS PERFORMED BY SUBSTANTIAL PERCENTAGES OF PERSONNEL
SURVEYED WITH 25-48 MONTHS IN THE 803X UTILIZATION FIELD

TASK	PERCENT MEMBERS PERFORMING
A16 DRAFT ELECTRICAL MESSAGES	89
B124 WRITE OR ENDORSE AIRMEN PERFORMANCE REPORTS (APR)	85
A17 DRAFT GENERAL CORRESPONDENCE EXCLUDING ELECTRICAL MESSAGES AND REPORTS	85
B61 BRIEF OR ORIENT NEW PERSONNEL	85
A53 REVIEW MESSAGES FOR ELECTRICAL TRANSMISSION	81
A51 RELEASE MESSAGES FOR ELECTRICAL TRANSMISSION	81
A48 PRESENT BRIEFINGS	78
B68 COUNSEL SUBORDINATES	78
A54 REVIEW OR EVALUATE DIRECTIVES, SUCH AS, OIS AND REGULATIONS	74
A41 PRESENT BRIEFINGS	74
B62 CLARIFY OR INTERPRET POLICIES FOR SUBORDINATES	70
B60 ASSIGN MANAGERIAL RESPONSIBILITIES	70
B127 WRITE OR ENDORSE RECOMMENDATIONS FOR AWARDS	70
B100 ESTABLISH WORK PRIORITIES	67
A12 DEVELOP OR WRITE DIRECTIVES, SUCH AS, OPERATING INSTRUCTIONS (OIS) OR REGULATIONS	67

TABLE 18

TASKS PERFORMED BY SUBSTANTIAL PERCENTAGES OF PERSONNEL
SURVEYED WITH 49-96 MONTHS IN THE 803X UTILIZATION FIELD

TASK	PERCENT MEMBERS PERFORMING
A48 PRESENT BRIEFINGS	92
A17 DRAFT GENERAL CORRESPONDENCE EXCLUDING ELECTRICAL MESSAGES AND REPORTS	88
B61 BRIEF OR ORIENT NEW PERSONNEL	88
B62 CLARIFY OR INTERPRET POLICIES FOR SUBORDINATES	84
A53 REVIEW MESSAGES FOR ELECTRICAL TRANSMISSION	82
A16 DRAFT ELECTRICAL MESSAGES	80
B124 WRITE OR ENDORSE AIRMEN PERFORMANCE REPORTS (APR)	80
A41 PREPARE BRIEFINGS	78
A51 RELEASE MESSAGES FOR ELECTRICAL TRANSMISSION	76
B68 COUNSEL SUBORDINATES	76
A54 REVIEW OR EVALUATE DIRECTIVES, SUCH AS, OIS AND REGULATIONS	74
B127 WRITE OR ENDORSE RECOMMENDATIONS FOR AWARDS	74
A9 DETERMINE DOCUMENT CLASSIFICATION LEVELS	73
A2 ADVISE COMMANDER OR STAFF ON MATTERS, SUCH AS, CAPABILITIES, LIMITATIONS OR PROGRAMS	73
A12 DEVELOP OR WRITE DIRECTIVES, SUCH AS, OPERATING INSTRUCTIONS (OIS) OR REGULATIONS	71

TABLE 19

TASKS PERFORMED BY SUBSTANTIAL PERCENTAGES OF PERSONNEL
SURVEYED WITH 97-144 MONTHS IN THE 803X UTILIZATION FIELD

TASK	PERCENT MEMBERS PERFORMING
A16 DRAFT ELECTRICAL MESSAGES	97
A17 DRAFT GENERAL CORRESPONDENCE, EXCLUDING ELECTRICAL MESSAGES AND REPORTS	94
A48 PRESENT BRIEFINGS	94
A41 PREPARE BRIEFINGS	85
A53 REVIEW MESSAGES FOR ELECTRICAL TRANSMISSION	85
B124 WRITE OR ENDORSE AIRMEN PERFORMANCE REPORTS (APR)	82
B127 WRITE OR ENDORSE RECOMMENDATIONS FOR AWARDS	82
A51 RELEASE ELECTRICAL MESSAGES FOR TRANSMISSION	79
B62 CLARIFY OR INTERPRET POLICIES FOR SUBORDINATES	79
B100 ESTABLISH WORK PRIORITIES	79
B61 BRIEF OR ORIENT NEW PERSONNEL	79
B60 ASSIGN MANAGERIAL RESPONSIBILITIES	76
A2 ADVISE COMMANDER OR STAFF ON MATTERS, SUCH AS, CAPABILITIES, LIMITATIONS OR PROGRAMS	74
A12 DEVELOP OR WRITE DIRECTIVES	74
B68 COUNSEL SUBORDINATES	73

TABLE 20

TASKS PERFORMED BY SUBSTANTIAL PERCENTAGES OF PERSONNEL
SURVEYED WITH 145-240 MONTHS IN THE 803X UTILIZATION FIELD

TASK	PERCENT MEMBERS PERFORMING
A17 DRAFT GENERAL CORRESPONDENCE EXCLUDING ELECTRICAL MESSAGES	100
A16 DRAFT ELECTRICAL MESSAGES	94
A48 PRESENT BRIEFINGS	82
A6 COORDINATE WITH HIGHER HEADQUARTERS OR OTHER AGENCIES ON PUBLICATIONS	76
A2 ADVISE COMMANDER OR STAFF ON MATTERS, SUCH AS, CAPABILITIES, LIMITATIONS OR PROGRAMS	76
D161 COORDINATE WITH OTHER AGENCIES ON PLANS	76
A53 REVIEW MESSAGES FOR ELECTRICAL TRANSMISSION	76
B62 CLARIFY OR INTERPRET POLICIES FOR SUBORDINATES	76
A50 RECOMMEND SOLUTIONS TO CONFLICTS BETWEEN STAFF AGENCIES	76
A51 RELEASE MESSAGES FOR ELECTRICAL TRANSMISSION	76
B61 BRIEF OR ORIENT NEW PERSONNEL	76
B71 DIRECT ADMINISTRATIVE ACTIVITIES	71
A44 PREPARE POSITION OR TALKING PAPER	71
B124 WRITE OR ENDORSE AIRMEN PERFORMANCE REPORTS (APR)	64
A25 ESTABLISH SUSPENSE DATES FOR SCHEDULES, REPORTS AND GENERAL CORRESPONDENCE	64

TABLE 21

TASKS FOR WHICH THE DIFFERENCE IN PERCENT MEMBERS PERFORMING IS 25 PERCENT OR MORE FOR PERSONNEL WITH 1-24 MONTHS IN UTIL FLD VS PERSONNEL WITH 25-48 MONTHS UTIL FLD

TASK	PERCENT PERSONNEL WITH 1-24 MOS IN UTIL FLD PERFORMING	PERCENT PERSONNEL WITH 25-48 MOS IN UTIL FLD PERFORMING	PERCENT PERSONNEL WITH 25-48 MOS IN UTIL FLD PERFORMING DIFFERENCE
H316 CONDUCT FORMAL INSPECTIONS A43 PREPARE OR IMPLEMENT EMERGENCY PLANS FOR PROTECTION, REMOVAL OR DESTRUCTION OF CLASSIFIED MATERIALS	47	11	36
H322 CONDUCT SELF-INSPECTIONS	76	40	36
H317 CONDUCT FORMAL SECURITY INSPECTIONS H323 DIRECT CORRECTIVE ACTIONS RESULTING FROM INSPECTIONS	76	44	32
A10 DETERMINE PHYSICAL SECURITY REQUIREMENTS F256 INVESTIGATE SI COMPROMISES OR PRACTICES DANGEROUS TO SECURITY	38	7	31
F257 MAINTAIN CONTROL OF SI OR COLLATERAL MATERIALS	74	44	30
F237 CONDUCT PHYSICAL SECURITY INSPECTIONS B65 CONDUCT SITE SURVEYS	47	19	28
E217 EVALUATE ADEQUACY OF EMERGENCY OR BACKUP POWER FACILITIES	29	33	28
F250 ESTABLISH PROCEDURES TO ENSURE READINESS FOR DISASTER PREPAREDNESS OR EMERGENCY ACTION TASKS	29	4	25

THERE ARE NO TASKS FOR WHICH THE MINIMUM DIFFERENCE CRITERION OF 25 PERCENT WAS FOUND FAVORING PERSONNEL WITH 25-48 MONTHS IN THE UTILIZATION FIELD

TABLE 22

TASKS FOR WHICH THE DIFFERENCE IN PERCENT MEMBERS PERFORMING IS 25 PERCENT OR MORE
FOR PERSONNEL WITH 25-48 MONTHS IN THE UTIL FLD VS PERSONNEL WITH 49-96 MONTHS IN THE UTIL FLD

TASK	PERCENT PERSONNEL WITH 25-48 MOS IN UTIL FLD PERFORMING	PERCENT PERSONNEL WITH 49-96 MOS IN UTIL FLD PERFORMING	PERCENT PERSONNEL WITH 49-96 MOS IN UTIL FLD PERFORMING	DIFFERENCE
B80 DIRECT QUALITY CONTROL ACTIVITIES	56	27	29	
B89 DIRECT RADIO COMMUNICATION ANALYSIS PERSONNEL	48	22	26	
F249 ESTABLISH PROCEDURES TO CONTROL SI TEMPORARILY RELEASED TO NONSECURE AREAS	4	39	-35	
A10 DETERMINE PHYSICAL SECURITY REQUIREMENTS	19	53	-34	
A9 DETERMINE DOCUMENT CLASSIFICATION LEVELS	37	71	-34	
F240 DESIGNATE LOCAL COURIER PERSONNEL FOR SI MATERIALS	11	43	-32	
F250 ESTABLISH PROCEDURES TO ENSURE READINESS FOR DISASTER PREPAREDNESS OR EMERGENCY ACTION TASKS	4	35	-31	
F232 ADVISE USERS REGARDING SIGNANT SECURITY MATTERS TO INCLUDE SANITIZATION AND USE	22	51	-29	
F245 DIRECT PACKING OF SI MATERIALS FOR SHIPMENT				
E216 ESTIMATE BUDGET REQUIREMENTS	11	39	-28	
E230 WRITE LETTERS OF AGREEMENT OR MEMORANDUMS OF UNDERSTANDING	11	37	-26	
A44 PREPARE POSITION OR TALKING PAPERS	30	55	-25	

TABLE 23

TASKS FOR WHICH THE DIFFERENCE IN PERCENT MEMBERS PERFORMING IS 25 PERCENT OR MORE
 FOR PERSONNEL WITH 49-96 MONTHS IN THE UTIL FLD VS PERSONNEL WITH 97-144 WITH MONTHS IN THE UTIL FLD

TASK	PERCENT PERSONNEL WITH 49-96 MONTHS IN UTIL FLD PERFORMING	PERCENT PERSONNEL WITH 97-144 MONTHS IN UTIL FLD PERFORMING	PERCENT PERSONNEL WITH 97-144 MONTHS IN UTIL FLD PERFORMING	DIFFERENCE
F238 CONDUCT SECURITY EDUCATION PROGRAMS	51	24	27	
F237 CONDUCT PHYSICAL SECURITY INSPECTIONS	51	26	25	
B126 WRITE OR ENDORSE OFFICE EFFECTIVENESS REPORTS (OER)	14	50	-36	
B95 DRAFT REQUESTS FOR SPECIALIZED PERSONNEL AUGMENTATIONS	16	47	-31	
B91 DIRECT SIGNALS INTELLIGENCE OFFICERS	16	44	-28	
B107 PLAN ORGANIZATIONAL STRUCTURES	22	50	-28	
B66 CONDUCT STAFF MEETINGS	43	68	-25	

TABLE 24

TASKS FOR WHICH THE DIFFERENCE IN PERCENT MEMBERS PERFORMING IS 25 PERCENT OR MORE FOR PERSONNEL WITH 97-144 MONTHS IN THE UTIL FLD VS PERSONNEL WITH 145-240 MONTHS IN THE UTIL FLD

TASK	PERCENT PERSONNEL WITH 97-144 MONTHS IN UTIL FLD PERFORMING		PERCENT PERSONNEL WITH 145-240 MONTHS IN UTIL FLD PERFORMING	
	PERCENT PERSONNEL WITH 97-144 MONTHS IN UTIL FLD PERFORMING	DIFFERENCE	PERCENT PERSONNEL WITH 145-240 MONTHS IN UTIL FLD PERFORMING	Difference
A27 EVALUATE SECURITY PRACTICE OR PROGRAMS	59	24	18	35
H322 CONDUCT SELF-INSPECTIONS	53	35	18	35
A45 PREPARE RECOMMENDATIONS FOR SECURITY CLASSIFICATION OF ORIGINAL MATERIALS	32	0	0	32
D172 IMPLEMENT RECALL PLANS	53	24	24	29
B81 DIRECT MAINTENANCE OF OR MAKE ENTRIES ON TRAINING RECORDS (AF FORM 623)	47	18	18	29
A31 IMPLEMENT TELEPHONE ALERT PLANS	50	24	24	26
A52 REPORT OR INVESTIGATE SECURITY VIOLATIONS OR COMPROMISES	50	24	24	26
E206 ARRANGE BASE SUPPORT FOR VISITING TEAMS OR CONFERENCES	50	24	24	26
H327 EVALUATE PRODUCT REPORTS	38	24	12	26
A41 PREPARE BRIEFINGS	85	59	59	26
C131 CONDUCT ON-THE-JOB-TRAINING (OJT)	26	0	0	26

THERE ARE NO TASKS FOR WHICH THE MINIMUM DIFFERENCE CRITERION OF 25 PERCENT WAS FOUND FAVORING PERSONNEL WITH 145-240 MONTHS IN THE UTILIZATION FIELD

SUMMARY OF BACKGROUND INFORMATION

One section of the job inventory booklets used in collecting data for this survey asks incumbents about themselves and their job. That section addresses questions such as: method of assignment to the utilization field, career intentions, level of assignment and job satisfaction. The following, Tables 25 through 48, summarize the data collected and present that data for paygrade groups, job groups and months in the utilization field groups. (Note that rounding figures results in some totals being slightly more or slightly less than 100 percent.)

Due to the large amount of information contained in the following twenty-four tables, only substantive variations from average figures will be discussed. For example, as Table 25 shows, 90 percent of the officers surveyed in the 803X utilization field indicate being commissioned via either OTS/OCS or ROTC with the aviation cadet program and direct commissions accounting for one percent each. However, among O-5 officers surveyed OTS/OCS and ROTC are the commissioning sources for 78 percent and the aviation cadet program and direct commissions are both listed by seven percent of this group as their commissioning source.

By then referring to Table 26 the job assignments of the aviation cadet graduates can be located as Flight Commanders (GRPO65), and the direct commission job incumbents are typically found Operations' Management and Evaluation Officers (GRPO21). An additional observation about methods of commissioning is that as grade level increases, the proportion of officers who received their commission through ROTC increases and the number who went through OTS/OCS decreases.

Another interesting trend relative to commissioning sources is that the percentage of service academy graduates is highest (25 percent) among officers in paygrade 0-1 (See Table 25) and officers with 1-24 months in the utilization field. The percentage of academy graduates decreases rapidly as grade and time in the utilization field increase, as Tables 25 and 27 depict.

With respect to method of assignment to the utilization field, completion of technical or flying training is the category into which the largest group of 803X officers (46 percent) fit. The second largest group, 34 percent of the officers surveyed, entered by Direct Duty Assignment (DDA) (See Table 28). The two other methods of assignment are: (1) conversion from another AFSC; and (2) retraining from another AFSC. Both show upward trends as paygrade increases, and have maximums of 14 percent and 29 percent, respectively, at the O-5 level. Simultaneously, completion of technical or flying training and DDA categories show overall downward trends as paygrade increases.

Table 29 which displays the methods of commissioning for job groups shows a mixed distribution. The major divergent pattern is that the Operations Management and Evaluation Officers were assigned to the 803X field by only two of the four methods: DDA, 29 percent; and retraining from another AFSC, 71 percent. As Table 30 shows there is no specific pattern for method of entry to the signals intelligence officer field, relative to months in utilization field groups.

The most notable feature in Table 31 is that 100 percent of the O-1 personnel surveyed are assigned to squadron level positions. The distribution by level of assignment expands to include six of the nine categories listed for job incumbents in paygrade 0-2. The greatest variety in levels of assignment is for 0-3 survey respondents.

There is an obvious interrelation among job groups and certain levels of assignment which is clear if the position descriptions in the Utilization Field Structure section of this report are examined. For example, 91 percent of the Squadron Commanders indicate being assigned to squadron level positions and 89 percent of the National Agency Level Operations Officers are assigned to national agency level positions (See Table 32).

With respect to months in the utilization field and level of assignment, no clear-cut pattern is present. However, as Table 33 shows there are some trends. Namely, 68 percent of the job incumbents with 1-24 months in the utilization field indicate being assigned to squadron level positions. Also, there are more 803X officers (26 percent) with 25-48 months in the utilization field assigned to wing level than members of any other group. And finally, assignments to National Agency Level and major command level positions account for larger percentages (29 percent and 24 percent, respectively) of the personnel with 145-240 months in the utilization field than for any other group.

Concerning career intentions, as shown in Tables 34 and 36, there is a typical trend of personnel being more favorable toward a career as paygrade and time in the utilization field increase. Interestingly, when examining career intentions by job groups (Table 35) all of the survey respondents who indicate they definitely will not make the Air Force a career are Special Security Officers. Also worth noting is that 23 percent of the Squadron Commanders report being undecided about making the Air Force a career.

Data presented in Tables 37, 38 and 39 show expressed job interest of survey respondents. Overall, 85 percent of the officers surveyed indicate finding their job interesting. Negative responses within pay-grade groups reach a peak for 0-3 personnel, among whom 13 percent indicate their job is so-so and eight percent report finding their job dull. As Table 38 depicts, job satisfaction varies somewhat depending on the

position an incumbent occupies. The greatest amount of apparent dissatisfaction is among the Operations Management and Evaluation Officers. Fourteen percent of the group members indicate they find their job dull and 14 percent report finding their job only so-so.

Another background question in the job inventory booklet inquired about how respondents perceived the utilization of their talents in their current job assignment. Data are summarized in Tables 40, 41 and 42. As seen in some other background data, positive perceptions or intention are lowest among personnel in the middle paygrade groups (0-3) and median months in the utilization field group (49-96 months). Positive perceptions of the utilization of talents are highest among officers in paygrade 0-5 and incumbents with 145-240 months in the utilization field. For this comparison positive perceptions are considered to be a combination of the two responses categories "well" and "somewhat". Among job groups those survey respondents in the National Agency Level Operations Officers group show the lowest degree of positive perception of the utilization of their talents.

With respect to perceived use of military training Squadron Commanders and Operations Management and Evaluations Officers have the highest positive perceptions, 100 percent, indicating their military training is used "well" or "somewhat", as shown in Table 44. Among paygrade groups, members of the 0-4 aggregation have the least positive perceptions of how their job uses their military training (See Table 43). However, in going beyond the composite figures to responses only in the "well" category, officers in paygrade 0-3, Squadron Commanders and respondents with 49-96 months in the utilization field have the lowest percentages in each (See Tables 43, 44 and 45).

The last background item to be discussed deals with perceived use of formal education. Overall, positive perceptions are considerably lower for utilization of formal education than for utilization of military training, as shown in Tables 46, 47 and 48. For paygrade groups, Table 46, personnel in grade 0-2 have the lowest combined positive perceptions. Among job incumbents, Operations Management and Evaluation Officers, as depicted in Table 47, only 43 percent indicate their formal education being utilized well and 57 percent indicate theirs formal education being used little. Conversely, 77 percent of the National Agency Level Operations Officers report their formal education being utilized "well" or "somewhat". Also, Squadron Commanders and Flight Commanders report that their formal education is used "little", 50 percent and 55 percent, respectively. Finally, for groups arranged according to time in the utilization field, only 47 percent of the respondents with 49-96 months in the 803X field indicate their formal education is utilized "well" or "somewhat". (See Table 48)

TABLE 25
METHODS OF COMMISSIONING FOR PAYGRADE GROUPS

	PERCENT RESPONDING					
	TOTAL SAMPLE	0-1	0-2	0-3	0-4	0-5
AVIATION CADET	1	--	--	--	--	7
DIRECT COMMISSION	1	--	--	--	--	7
OTS/OCS	53	63	61	56	48	21
ROTC	37	13	19	38	52	57
SERVICE ACAD	8	25	19	6	--	--
NO RESPONSE	1	--	--	--	--	8

TABLE 26
METHODS OF COMMISSIONING FOR JOB GROUPS

	PERCENT RESPONDING							
	GRP 071	GRP 070	GRP 065	GRP 034	GRP 037	GRP 047	GRP 021	GRP 025
AVIATION CADET	--	--	13	--	--	--	--	--
DIRECT COMMISSION	--	--	--	--	--	--	14	--
OTS/OCS	68	63	38	64	39	64	29	44
ROTC	22	33	50	23	50	33	57	56
SERVICE ACAD	--	4	--	14	11	3	--	--
NO RESPONSE	10	--	--	--	--	--	--	--

TABLE 27
METHODS OF COMMISSIONING FOR MONTHS IN UTILIZATION (UTIL) FIELD (FLD) GROUPS

	PERCENT RESPONDING				
	1-24 MOS IN UTIL FLD	25-48 MOS IN UTIL FLD	49-96 MOS IN UTIL FLD	97-144 MOS IN UTIL FLD	145-240 MOS IN UTIL FLD
AVIATION CADET	3	--	--	--	--
DIRECT COMMISSION	--	--	--	--	--
OTS/OCS	53	70	59	35	41
ROTC	24	22	33	65	53
SERVICE ACAD	21	8	8	--	--
NO RESPONSE	--	--	--	--	--

TABLE 28
METHOD OF ASSIGNMENT TO UTILIZATION FIELD FOR PAYGRADE GROUPS

	PERCENT RESPONDING					
	TOTAL SAMPLE	0-1	0-2	0-3	0-4	0-5
COMPLETION OF TECHNICAL OR FLYING TRAINING	46	63	71	37	40	43
CONVERSION FROM ANOTHER AFSC	6	--	--	7	8	14
DIRECT DUTY ASSIGNMENT (DDA)	34	38	26	41	28	14
RETRAINED FROM ANOTHER AFSC	15	--	3	15	24	29

TABLE 29
METHODS OF ASSIGNMENT TO UTILIZATION FIELD FOR JOB GROUPS

	PERCENT RESPONDING							
	GRP 071	GRP 070	GRP 065	GRP 034	GRP 037	GRP 047	GRP 021	GRP 025
COMPLETION OF TECHNICAL OR FLYING TRAINING	44	46	38	68	33	42	--	44
CONVERSION FROM ANOTHER AFSC	--	4	25	--	11	9	--	11
DIRECT DUTY ASSIGNMENT (DDA)	44	33	38	27	33	46	29	11
RETRAINED FROM ANOTHER AFSC	11	17	--	5	22	3	71	33

TABLE 30
METHOD OF ASSIGNMENT TO UTILIZATION FOR MONTHS
IN UTILIZATION (UTIL) FIELD (FLD) GROUPS

	PERCENT RESPONDING				
	1-24 MOS IN UTIL FLD	25-48 MOS IN UTIL FLD	49-96 MOS IN UTIL FLD	97-144 MOS IN UTIL FLD	145-240 MOS IN UTIL FLD
COMPLETION OF TECHNICAL OR FLYING TRAINING	44	70	39	44	35
CONVERSION FROM ANOTHER AFSC	9	4	6	3	0
DIRECT DUTY ASSIGNMENT (DDA)	35	19	37	47	29
RETRAINED FROM ANOTHER AFSC	12	7	18	6	29

TABLE 31
ASSIGNMENT BY LEVELS OF COMMAND FOR PAYGRADE GROUPS

	TOTAL SAMPLE	PERCENT RESPONDING				
		0-1	0-2	0-3	0-4	0-5
NATIONAL AGENCY	15	---	19	7	24	43
CENTER	4	---	--	6	8	--
DETACHMENT	5	---	3	8	--	--
SQUADRON	39	100	48	38	24	21
GROUP	5	---	10	2	8	7
WING	8	---	16	6	8	7
AIR DIVISION	5	---	--	7	8	0
NUMBERED AF	2	---	3	3	--	--
MAJOR COMMAND	11	---	--	14	20	7
HQ AF	2	---	--	3	--	--
JOINT OR COMBINED COMMAND	4	---	--	6	--	14

TABLE 32
ASSIGNMENT BY LEVELS OF COMMAND FOR JOB GROUPS

	PERCENT RESPONDING							
	GRP 071	GRP 070	GRP 065	GRP 034	GRP 037	GRP 047	GRP 021	GRP 025
NATIONAL AGENCY	--	--	--	--	11	--	43	89
CENTER	22	--	--	--	17	3	14	--
DETACHMENT	--	--	13	--	6	12	--	--
SQUADRON	44	63	63	91	44	3	--	--
GROUP	--	8	--	5	11	--	--	--
WING	11	25	25	5	--	9	--	--
AIR DIVISION	--	--	--	--	--	21	--	--
NUMBERED AF	--	--	--	--	--	9	--	--
MAJOR COMMAND	11	4	--	--	6	21	43	11
HQ AF	--	--	--	--	--	6	--	--
JOINT OR COMBINED COMMAND	11	--	--	--	6	15	--	--

TABLE 33
ASSIGNMENT BY LEVELS OF COMMAND FOR MONTHS
IN UTILIZATION (UTIL) FIELD (FLD) GROUPS

	PERCENT RESPONDING				
	1-24 MOS IN UTIL FLD	25-48 MOS IN UTIL FLD	49-96 MOS IN UTIL FLD	97-144 MOS IN UTIL FLD	145-240 MOS IN UTIL FLD
NATIONAL AGENCY	--	30	10	12	29
CENTER	3	--	2	15	--
DETACHMENT	6	--	6	6	6
SQUADRON	68	37	33	38	18
GROUP	6	4	6	3	6
WING	6	26	2	6	6
AIR DIVISION	3	0	10	3	6
NUMBERED AF	0	4	4	--	--
MAJOR COMMAND	6	--	16	12	24
HQ AF	--	--	7	--	--
JOINT OR COMBINED COMMAND	3	--	4	6	6

TABLE 34
CAREER INTENTIONS FOR PAYGRADE GROUPS

	PERCENT RESPONDING					
	TOTAL SAMPLE	0-1	0-2	0-3	0-4	0-5
DEFINITELY INTEND TO MAKE AF A CAREER	80	38	71	78	100	100
MOST LIKELY WILL MAKE AF A CAREER	12	50	16	13	--	--
UNDECIDED	4	--	7	6	--	--
MOST LIKELY WILL NOT MAKE AF A CAREER	1	--	3	1	--	--
DEFINITELY DO NOT INTEND TO MAKE AF A CAREER	2	13	3	2	--	--

TABLE 35
CAREER INTENTIONS FOR JOB GROUPS

	PERCENT RESPONDING							
	GRP 071	GRP 070	GRP 065	GRP 034	GRP 037	GRP 047	GRP 021	GRP 025
DEFINITELY PLAN TO MAKE AF A CAREER	100	75	100	73	83	79	86	100
MOST LIKELY WILL MAKE AF A CAREER	--	25	--	5	17	12	14	--
UNDECIDED	--	--	--	23	--	3	--	--
MOST LIKELY WILL NOT MAKE AF A CAREER	--	--	--	--	--	--	--	--
DEFINITELY WILL NOT MAKE AF A CAREER	--	--	--	--	--	6	--	--

TABLE 36
CAREER INTENTIONS FOR MONTHS IN UTILIZATION (UTIL) FIELD (FLD) GROUPS

	PERCENT RESPONDING				
	1-24 MOS IN UTIL FLD	25-48 MOS IN UTIL FLD	49-96 MOS IN UTIL FLD	97-144 MOS IN UTIL FLD	145-240 MOS IN UTIL FLD
DEFINITELY WILL MAKE AF A CAREER	62	85	69	100	100
MOST LIKELY WILL MAKE AF A CAREER	27	7	18	--	--
UNDECIDED	3	7	8	--	--
MOST LIKELY WILL NOT MAKE AF A CAREER	3	--	2	--	--
DEFINITELY WILL NOT MAKE AF A CAREER	6	--	2	--	--

TABLE 37
JOB INTEREST FOR PAYGRADE GROUPS

	TOTAL SAMPLE	PERCENT RESPONDING				
		0-1	0-2	0-3	0-4	0-5
INTERESTING	85	88	90	79	84	100
SO-SO	10	13	3	13	12	--
DULL	5	--	6	8	4	--

TABLE 38
JOB INTEREST FOR JOB GROUPS

	PERCENT RESPONDING							
	GRP 071	GRP 070	GRP 065	GRP 034	GRP 037	GRP 047	GRP 021	GRP 025
INTERESTING	100	100	100	82	78	79	72	89
SO-SO	--	--	--	9	22	9	14	11
DULL	--	--	--	9	--	12	14	--

TABLE 39
JOB INTEREST FOR MONTHS IN UTILIZATION (UTIL)
FIELD (FLD) GROUPS

	PERCENT RESPONDING				
	1-24 MOS IN UTIL FLD	25-48 MOS IN UTIL FLD	49-96 MOS IN UTIL FLD	97-144 MOS IN UTIL FLD	145-240 MOS IN UTIL FLD
INTERESTING	85	92	75	91	82
SO-SO	12	--	14	9	12
DULL	3	8	10	--	6

TABLE 40
PERCEIVED USE OF TALENTS FOR PAYGRADE

	TOTAL SAMPLE	PERCENT RESPONDING				
		0-1	0-2	0-3	0-4	0-5
LITTLE	13	13	16	13	4	7
SOMEWHAT	14	25	10	16	16	--
WELL	72	63	74	69	76	93
NO RESPONSE	2	--	--	2	4	--

TABLE 41
PERCEIVED USE OF TALENTS FOR JOB GROUPS

	PERCENT RESPONDING							
	GRP 071	GRP 070	GRP 065	GRP 034	GRP 037	GRP 047	GRP 021	GRP 025
LITTLE	--	4	--	9	11	15	--	22
SOMEWHAT	11	8	--	18	28	21	14	--
WELL	78	83	100	73	61	64	86	78
NO RESPONSE	11	4	--	--	--	--	--	--

TABLE 42
PERCEIVED USE OF TALENTS FOR MONTHS IN UTILIZATION (UTIL)
FIELD (FLD) GROUPS

	PERCENT RESPONDING				
	1-24 MOS IN UTIL FLD	25-48 MOS IN UTIL FLD	49-96 MOS IN UTIL FLD	97-144 MOS IN UTIL FLD	145-240 MOS IN UTIL FLD
LITTLE	18	7	14	9	--
SOMEWHAT	15	15	16	9	18
WELL	68	78	65	82	77
NO RESPONSE	--	--	4	--	6

TABLE 43
PERCEIVED USE OF MILITARY TRAINING FOR PAYGRADE GROUP

	PERCENT RESPONDING					
	TOTAL SAMPLE	0-1	0-2	0-3	0-4	0-5
LITTLE	15	13	19	14	16	7
SOMEWHAT	18	--	10	26	8	14
WELL	66	88	71	58	72	79
NO RESPONSE	2	--	--	2	4	--

TABLE 44
PERCEIVED USE OF MILITARY TRAINING FOR JOB GROUP

	PERCENT RESPONDING							
	GRP 071	GRP 071	GRP 065	GRP 034	GRP 037	GRP 047	GRP 021	GRP 025
LITTLE	22	--	--	9	11	12	--	22
SOMEWHAT	--	17	25	14	17	33	29	22
WELL	67	78	75	77	72	55	72	56
NO RESPONSE	11	4	--	--	--	--	--	--

TABLE 45
PERCEIVED USE OF MILITARY TRAINING FOR MONTHS
IN UTILIZATION (UTIL) FIELD (FLD) GROUPS

	PERCENT RESPONDING				
	1-24 MOS IN UTIL FLD	25-48 MOS IN UTIL FLD	49-96 MOS IN UTIL FLD	97-144 MOS IN UTIL FLD	145-240 MOS IN UTIL FLD
LITTLE	12	19	16	12	12
SOMEWHAT	15	7	39	6	12
WELL	74	74	41	82	71
NO RESPONSE	--	--	4	--	6

TABLE 46
PERCEIVED USE OF FORMAL EDUCATION FOR PAYGRADE GROUP

	TOTAL <u>SAMPLE</u>	PERCENT RESPONDING				
		0-1	0-2	0-3	0-4	0-5
LITTLE	35	25	45	39	20	14
SOMEWHAT	23	63	10	22	32	21
WELL	41	13	45	38	40	64
NO RESPONSE	0	--	--	1	8	--

TABLE 47
PERCEIVED USE OF FORMAL EDUCATION FOR JOB GROUPS

	PERCENT RESPONDING							
	GRP 071	GRP 070	GRP 065	GRP 034	GRP 037	GRP 047	GRP 021	GRP 025
LITTLE	33	21	50	55	28	30	57	22
SOMEWHAT	11	21	13	27	28	33	--	33
WELL	44	50	38	28	45	36	43	44
NO RESPONSE	11	8	--	--	--	--	--	--

TABLE 48
PERCEIVED USE OF FORMAL EDUCATION FOR MONTHS
IN UTILIZATION (UTIL) FIELD (FLD) GROUPS

	PERCENT RESPONDING					145-240 MOS IN UTIL FLD
	1-24 MOS IN UTIL FLD	25-48 MOS IN UTIL FLD	49-96 MOS IN UTIL FLD	97-144 MOS IN UTIL FLD	145-240 MOS IN UTIL FLD	
LITTLE	29	44	51	24	12	
SOMEWHAT	24	11	18	29	35	
WELL	47	44	29	44	47	
NO RESPONSES	--	--	2	3	6	

COMPARISON OF THE AFM 36-1 SPECIALTY DESCRIPTION WITH SURVEY DATA

With respect to the technical nonsupervisory functions of signals intelligence officers the AFM 36-1 Specialty Description in general terms adequately describes the job of DAFSC 803X personnel. However, the specialty description does not accurately reflect the extent to which supervisory and managerial tasks are performed by job incumbents in this utilization field. On the average 803X personnel surveyed spend at least fifty percent of their duty time performing Command Administrative or Advisory Functions Supervisory tasks. A change to make the AFM 36-1 Specialty Description more consistent with survey data seems warranted.

COMPARISON OF PLAN OF INSTRUCTION (POI) FOR COURSE 50BK8031 WITH SURVEY DATA

Due to the security classification of the POI a detailed explanation of course content and a comparison with survey data is not possible. However, a review was made and a discussion with USAF Security Service personnel was held. Overall, the course contents parallels the first job assignment (1-24 months in the utilization field) tasks well and only minor changes were suggested. In particular, more emphasis on training related to the job of Special Security Officers appears warranted.

CONCLUSIONS

1. Data would be more comprehensive if a larger sample of 803X officers were surveyed the next time this field is analyzed.
2. The present AFM 36-1 specialty description does not accurately reflect the amount of time spent by career field members on supervisory and managerial tasks. A change in the present specialty description appears necessary.
3. More training in the 50BK8031 course related to tasks performed by Special Security Officers seems warranted.

APPENDIX A

GROUP ID NUMBER AND TITLE: GRP071, OPERATIONS BRANCH CHIEFS

PERCENT OF SAMPLE: 5

MAJOR COMMAND DISTRIBUTION: USAFSS 100%

LOCATION: CONUS 56% OVERSEAS 44%

LEVEL OF COMMAND: SQUADRON 44%; CENTER 22%; WING 11%; MAJOR COMMAND 11%;
JOINT OR COMBINED COMMAND 11%

AVERAGE GRADE: 3.8

AMOUNT OF SUPERVISION: ALL GROUP MEMBERS INDICATE SUPERVISING PERSONNEL.
THE AVERAGE NUMBER OF SUBORDINATES IS FOUR.

EXPRESSED JOB INTEREST: VERY INTERESTING

PERCEIVED UTILIZATION OF TALENTS: VERY WELL

PERCEIVED UTILIZATION OF FORMAL EDUCATION: SOMEWHAT

PERCEIVED UTILIZATION OF MILITARY TRAINING: MODERATELY WELL

AVERAGE NUMBER OF TASKS PERFORMED: 99

TIME SPENT ON DUTIES:

<u>DUTY</u>	<u>AVERAGE PERCENT TIME SPENT BY ALL MEMBERS</u>
B SUPERVISORY	36
A COMMAND, ADMINISTRATIVE OR ADVISORY FUNCTIONS	29
G PERFORMING OPERATIONS FUNCTIONS	13
D PERFORMING PLANNING FUNCTIONS	8
F PERFORMING SAFEGUARDING MILITARY INFORMATION FUNCTIONS	5

REPRESENTATIVE TASKS:

<u>TASK</u>	<u>PERCENT MEMBERS PERFORMING</u>
A16 DRAFT ELECTRICAL MESSAGES	100
B60 ASSIGN MANAGERIAL RESPONSIBILITIES	100
A41 PREPARE BRIEFINGS	100
A17 DRAFT GENERAL CORRESPONDENCE EXCLUDING ELECTRICAL MESSAGES AND REPORTS	100
A48 PRESENT BRIEFINGS	100
B100 ESTABLISH WORK PRIORITIES	100

GROUP ID NUMBER AND TITLE: GRP070, SQUADRON AND WING LEVEL OPERATIONS
OFFICERS

PERCENT OF SAMPLE: 15

MAJOR COMMAND DISTRIBUTION: USAFSS 100%

LOCATION: CONUS 33% OVERSEAS 67%

LEVEL OF COMMAND: SQUADRON 63%; WING 25%; GROUP 8%; MAJOR COMMAND 4%

AVERAGE GRADE: 2.8

AMOUNT OF SUPERVISION: NINETY-TWO PERCENT OF JOB INCUMBENTS IN THIS
GROUP INDICATE THEY ARE SUPERVISORS. THE
AVERAGE NUMBER OF SUBORDINATES IS FOUR.

EXPRESSED JOB INTEREST: VERY INTERESTING

PERCEIVED UTILIZATION OF TALENTS: VERY WELL

PERCEIVED UTILIZATION OF FORMAL EDUCATION: SOMEWHAT

PERCEIVED UTILIZATION OF MILITARY TRAINING: VERY WELL

AVERAGE NUMBER OF TASKS PERFORMED: 153

TIME SPENT ON DUTIES:

DUTY	AVERAGE PERCENT TIME SPENT BY ALL MEMBERS
B SUPERVISORY	29
G PERFORMING OPERATIONS FUNCTIONS	22
A COMMAND, ADMINISTRATIVE OR ADVISORY FUNCTIONS	21
H PERFORMING INSPECTION AND EVALUATION FUNCTIONS	7
D PERFORMING PLANNING FUNCTIONS	7

REPRESENTATIVE TASKS:

TASK	PERCENT MEMBERS PERFORMING
G284 DIRECT SIGINT COLLECTION FUNCTIONS	100
G100 ESTABLISH WORK PRIORITIES	100
B112 REVIEW DIRECTIVES, SUCH AS, OIS, AND REGULATIONS FOR APPROVAL OR DISAPPROVAL	100
G285 DIRECT SIGINT PROCESSING FUNCTIONS	96
G290 EVALUATE OPERATIONAL EFFECTIVENESS	92
G286 DIRECT SIGINT PRODUCT REPORTING FUNCTIONS	92

GROUP ID NUMBER AND TITLE: GRP065, SQUADRON COMMANDERS

PERCENT OF SAMPLE: 5

MAJOR COMMAND DISTRIBUTION: USAFSS 100%

LOCATION: CONUS 38% OVERSEAS 63%

LEVEL OF COMMAND: SQUADRON 63%; WING 25%; DETACHMENT 13%

AVERAGE GRADE: 3.8

AMOUNT OF SUPERVISION: ALL JOB INCUMBENTS IN THIS GROUP REPORT BEING SUPERVISORS. FIVE IS THE AVERAGE NUMBER OF PERSONNEL SUPERVISED.

EXPRESSED JOB INTEREST: EXTREMELY INTERESTED

PERCEIVED UTILIZATION OF TALENTS: VERY WELL

PERCEIVED UTILIZATION FORMAL EDUCATION: SOMEWHAT

PERCEIVED UTILIZATION MILITARY TRAINING: VERY WELL

AVERAGE NUMBER OF TASKS PERFORMED: 133

TIME SPENT ON DUTIES:

<u>DUTY</u>	<u>AVERAGE PERCENT TIME SPENT BY ALL MEMBERS</u>
B SUPERVISORY	31
A COMMAND, ADMINISTRATIVE OR ADVISORY FUNCTIONS	24
E SUPPORT FUNCTIONS	11
G PERFORMING OPERATIONS FUNCTIONS	9
H PERFORMING INSPECTION AND EVALUATION FUNCTIONS	8

REPRESENTATIVE TASKS:

<u>TASK</u>	<u>PERCENT MEMBERS PERFORMING</u>
A48 PRESENT BRIEFINGS	100
A17 DRAFT GENERAL CORRESPONDENCE EXCLUDING ELECTRICAL MESSAGES AND REPORTS	100
B64 CONDUCT FACILITY WALK-THROUGH VISITS	100
H325 EVALUATE EFFECTIVENESS OF PEOPLE PROGRAMS	100
H330 INSPECT FACILITIES	100
B61 BRIEF OR ORIENT NEW PERSONNEL	100
E225 PLAN SELF-HELP PROGRAMS	100
E223 MONITOR ENERGY CONSERVATION EFFORTS	88

GROUP ID NUMBER AND TITLE: GRP034, FLIGHT COMMANDERS

PERCENT OF SAMPLE: 13

MAJOR COMMAND DISTRIBUTION: USAFSS 100%

LOCATION: CONUS 9% OVERSEAS 91%

LEVEL OF COMMAND: SQUADRON 91; GROUP 5%; WING 5%

AVERAGE GRADE: 2.4

AMOUNT OF SUPERVISION: ONE HUNDRED PERCENT OF THESE RESPONDENTS INDICATE THEY SUPERVISE PERSONNEL. THE AVERAGE NUMBER OF SUBORDINATES IS THREE.

EXPRESSED JOB INTEREST: FAIRLY INTERESTING

PERCEIVED UTILIZATION OF TALENTS: SOMEWHAT

PERCEIVED UTILIZATION OF FORMAL EDUCATION: LITTLE

PERCEIVED UTILIZATION OF MILITARY TRAINING: MODERATELY WELL

AVERAGE NUMBER OF TASKS PERFORMED: 69

TIME SPENT ON DUTIES:

<u>DUTY</u>	<u>AVERAGE PERCENT TIME SPENT BY ALL MEMBERS</u>
B SUPERVISORY	32
G PERFORMING OPERATIONS FUNCTIONS	27
A COMMAND, ADMINISTRATIVE OR ADVISORY FUNCTIONS	24
H PERFORMING INSPECTION AND EVALUATION FUNCTIONS	6
F PERFORMING SAFEGUARDING MILITARY INFORMATION FUNCTIONS	5

REPRESENTATIVE TASKS:

<u>TASK</u>	<u>PERCENT MEMBERS PERFORMING</u>
G284 DIRECT SIGINT COLLECTION FUNCTIONS	100
B62 CLARIFY OR INTERPRET POLICIES FOR SUBORDINATES	100
G285 DIRECT SIGINT PROCESSING FUNCTIONS	95
B124 WRITE OR ENDORSE AIRMEN PERFORMANCE REPORTS (APR)	95
B68 COUNSEL SUBORDINATES	95

GROUP ID NUMBER AND TITLE: GRP037, OPERATIONS PRODUCTION OFFICERS

PERCENT OF SAMPLE: 11

MAJOR COMMAND DISTRIBUTION: USAFSS 100%

LOCATION: CONUS 61% OVERSEAS 39%

LEVEL OF COMMAND: SQUADRON 44%; CENTER 17%; NATIONAL AGENCY 11%; GROUP 11%; DETACHMENT 6%; MAJOR COMMAND 6%; JOINT OR COMBINED COMMAND 6%

AVERAGE OF SUPERVISION: NINETY-FOUR PERCENT OF THE CLUSTER MEMBERS REPORT BEING SUPERVISERS. THE MEAN NUMBER OF SUPERVISORS IS FIVE.

EXPRESSED JOB INTEREST: FAIRLY INTERESTING

PERCEIVED UTILIZATION OF TALENTS: MODERATELY WELL

PERCEIVED UTILIZATION OF FORMAL EDUCATION: SOMEWHAT

PERCEIVED UTILIZATION OF MILITARY TRAINING: MODERATELY WELL

AVERAGE NUMBER OF TASKS PERFORMED: 64

TIME SPENT ON DUTIES:

<u>DUTY</u>	<u>AVERAGE PERCENT TIME SPENT BY ALL MEMBERS</u>
B SUPERVISORY	39
A COMMAND, ADMINISTRATIVE OR ADVISORY FUNCTIONS	32
G PERFORMING OPERATIONS FUNCTIONS	9
H PERFORMING INSPECTION AND EVALUATION FUNCTIONS	6
C PERFORMING TRAINING FUNCTIONS	6

REPRESENTATIVE TASKS:

<u>TASK</u>	<u>PERCENT MEMBERS PERFORMING</u>
B62 CLARIFY OR INTERPRET POLICIES FOR SUBORDINATES	100
B124 WRITE OR ENDORSE AIRMEN PERFORMANCE REPORTS	100
B61 BRIEF OR ORIENT NEW PERSONNEL	100
B60 ASSIGN MANAGERIAL RESPONSIBILITIES	94
A17 DRAFT GENERAL CORRESPONDENCE EXCLUDING ELECTRICAL MESSAGES AND REPORTS	89

GROUP ID NUMBER AND TITLE: GRP047, SPECIAL SECURITY OFFICERS

PERCENT OF SAMPLE: 20

MAJOR COMMAND DISTRIBUTION: AFSC 9% USAFE 6% USAFSS 3% MAC 3%
SAC 24% TAC 6% PACAF 9% NO RESPONSE 6%
HQ CMND 15% ADC 15% AFCS 3%

LOCATION CONUS 55% OVERSEAS 45%

LEVEL OF COMMAND: AIR DIVISIONS 21%; MAJOR COMMAND 21%; JOINT OR
COMBINED CMND 15%; DETACHMENT 12%; WING 9%;
NUMBERED AF 9%; HQ AF 6%; CENTER 3%; SQUADRON 3%

AVERAGE GRADE: 3.0

AMOUNT OF SUPERVISION: OF THE JOB INCUMBENTS IN THIS GROUP 82 PERCENT
REPORT SUPERVISING PERSONNEL. TWO IS THE MEAN
NUMBER OF PERSONNEL SUPERVISED.

EXPRESSED JOB INTEREST: FAIRLY INTERESTING

PERCEIVED UTILIZATION OF TALENTS: MODERATELY WELL

PERCEIVED UTILIZATION OF FORMAL EDUCATION: SOMEWHAT

PERCEIVED UTILIZATION OF MILITARY TRAINING: MODERATELY WELL

AVERAGE NUMBER OF TASKS PERFORMED: 113

TIME SPENT ON DUTIES:

DUTY	AVERAGE PERCENT TIME SPENT BY ALL MEMBERS
A COMMAND ADMINISTRATIVE OR ADVISORY FUNCTIONS	34
F PERFORMING SAFEGUARDING MILITARY INFORMATION FUNCTIONS	28
B SUPERVISORY	18
G PERFORMING OPERATIONS FUNCTIONS	6

REPRESENTATIVE TASKS:

TASK	PERCENT MEMBERS PERFORMING
A17 DRAFT ELECTRICAL MESSAGES	100
F231 ADMINISTER OATHS	100
A48 PRESENT BRIEFINGS	97
F257 MAINTAIN CONTROL OF SI OR COLLATERAL MATERIALS	94
F253 INDOCTRINATE OR DEBRIEF PERSONNEL FOR SI ACCESS	94
F236 CERTIFY SIGINT ACCESS FOR PERSONNEL	91

GROUP ID NUMBER AND TITLE: GRP021, OPERATIONS MANAGEMENT AND EVALUATION OFFICERS

PERCENT OF SAMPLE: 4

MAJOR COMMAND DISTRIBUTION: USAFSS 43% PACAF 14% HQ COMMAND 14%
NO RESPONSE 29%

LOCATION: CONUS 86% OVERSEAS 14%

LEVEL OF COMMAND: NATIONAL AGENCY 43%; MAJOR COMMAND 43%; CENTER 14%

AVERAGE GRADE: 3.7

AMOUNT OF SUPERVISION: ONLY 29 PERCENT OF THE SURVEY RESPONDENTS IN THIS JOB GROUP SUPERVISE PERSONNEL. FOR THAT SUBGROUP THE AVERAGE NUMBER SUPERVISED IS TWO.

EXPRESSED JOB INTEREST: VERY INTERESTING

PERCEIVED UTILIZATION OF TALENTS: MODERATELY WELL

PERCEIVED UTILIZATION OF FORMAL EDUCATION: LITTLE

PERCEIVED UTILIZATION OF MILITARY TRAINING: MODERATELY WELL

AVERAGE NUMBER OF TASKS PERFORMED: 24

TIME SPENT ON DUTIES:

DUTY	AVERAGE PERCENT TIME SPENT BY ALL MEMBERS
A COMMAND, ADMINISTRATIVE OR ADVISORY FUNCTIONS	58
G PERFORMING OPERATIONS FUNCTIONS	13
B SUPERVISORY	12
D PERFORM PLANNING FUNCTIONS	8
C PERFORMING TRAINING FUNCTIONS	5

REPRESENTATIVE TASKS:

TASK	PERCENT MEMBERS PERFORMING
A17 DRAFT GENERAL CORRESPONDENCE EXCLUDING	100
A41 PREPARE BRIEFINGS	100
A48 PRESENT BRIEFINGS	100
A44 PREPARE POSITION OR TALKING PAPERS	86
A16 DRAFT ELECTRICAL MESSAGES	86
G274 COORDINATE SIGINT-RELATED MATTERS WITH OTHER COMMANDS	71
A37 PARTICIPATE IN STUDY GROUPS	71

GROUP ID NUMBER AND TITLE: GRP025, NATIONAL AGENCY LEVEL OPERATIONS
OFFICERS

PERCENT OF SAMPLE: 5

MAJOR COMMAND DISTRIBUTION: USAFSS 100%

LOCATION: CONUS 100%

LEVEL OF COMMAND: NATIONAL AGENCY 89% MAJOR COMMAND 11%

AVERAGE GRADE: 3.9

AMOUNT OF SUPERVISION: NINETY-ONE PERCENT OF THIS GROUP'S CONSISTENTS
PERFORM AS SUPERVISORS. AMONG THOSE JOB INCUMBENTS
THE AVERAGE NUMBERS OF SUBORDINATES IS FOUR.

EXPRESSED JOB INTEREST: VERY INTERESTING

PERCEIVED UTILIZATION OF TALENTS: MODERATELY WELL

PERCEIVED UTILIZATION OF FORMAL EDUCATION: SOMEWHAT

PERCEIVED UTILIZATION OF MILITARY TRAINING: SOMEWHAT

AVERAGE NUMBER OF TASKS PERFORMED: 39

TIME SPENT ON DUTIES:

<u>DUTY</u>	<u>AVERAGE PERCENT TIME SPENT BY ALL MEMBERS</u>
A COMMAND, ADMINISTRATIVE OR ADVISORY FUNCTIONS	44
B SUPERVISORY	37
G PERFORMING OPERATIONS FUNCTIONS	8
D PERFORMING PLANNING FUNCTIONS	5
H PERFORMING INSPECTION AT EVALUATION FUNCTIONS	3

REPRESENTATIVE TASKS:

<u>TASK</u>	<u>PERCENT MEMBERS PERFORMING</u>
A17 DRAFT GENERAL CORRESPONDENCE EXCLUDING	100
A48 PRESENT BRIEFINGS	89
A44 PREPARE POSITION OR TALKING PAPERS	89
B117 REVIEW OR EVALUATE POSITION OR TALKING PAPERS	78
B62 CLARIFY OR INTERPRET POLICIES FOR SUBORDINATES	78
B76 DIRECT DEVELOPMENT OR USE OF MANAGEMENT SYSTEMS	78
A37 PARTICIPATE IN STUDY GROUPS	67
A50 RECOMMEND SOLUTIONS TO CONFLICTS BETWEEN STAFF AGENCIES	67